

**CITY OF EULESS  
PLANNING AND ZONING COMMISSION  
AUGUST 9, 2016  
MINUTES**

A regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:30 p.m. on August 9, 2016 in the Pre-Council Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, and Commission Members: Eric Owens, Kenny Olmstead, Ronald Dunckel, Steve Ellis and David Brown. Vice Chairman LuAnn Portugal was not present.

During the Pre-Session Meeting:

- Senior Planner Stephen Cook reviewed the regular agenda.
- Director of Planning and Economic Development Mike Collins presented the Development Update including Glade Parks, Glade Parks South, Mid-Town, Gala at Oak Crest, and Riverwalk!

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS – COUNCIL CHAMBERS**

The Euleess Planning and Zoning Commission continued their meeting in the Council Chambers at 6:32 p.m. for consideration of scheduled items.

**STAFF PRESENT:**

Mike Collins, Director of Planning and Economic Development  
Stephen Cook, Senior Planner  
Hal Cranor, Director of Public Works  
Paul Smith, Fire Marshall  
Don Sheffield, Building Official  
Mollie Snapp, Administrative Secretary

**VISITORS:**

Barney Boydston  
Noah Boydston  
Trey Nance  
Trista Nance  
Michele Hirst  
Linda Eilenfeldt

**INVOCATION**

Chairman McNeese gave the invocation.

## **THE PLEDGE OF ALLEGIANCE**

Commissioner Dunckel led the pledge of allegiance.

### **ITEM 1. APPROVED PLANNING AND ZONING MINUTES**

Commissioner Dunckel made a motion to approve the minutes for the regular meeting of June 21, 2016. Commissioner Olmstead seconded the motion. The vote was as follows:

Ayes: Chairman McNeese and Commission Members: Owens, Olmstead, Dunckel, Ellis, and Brown.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

### **ITEM 2. HELD A PUBLIC HEARING FOR REPLAT CASE NO. 16-02-RP**

Chairman McNeese opened the public hearing at 6:36 p.m.

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to replat the existing lot into two. The rezoning of this parcel for the single family (R-1) district was approved by the City Council on June 28, 2016. The lots that will be created exceed one-half acres each, exceeding the minimum lot size of 7,500 s.f. established in the R-1 zoning district.

The Development Services Group (DSG) has reviewed and certified that the application has met all of the information required for consideration by the City of Eules. Staff recommended approval of the replat.

Chairman McNeese asked to hear from any proponents/opponents wishing to speak.

Seeing none, Chairman McNeese closed the public hearing at 6:37 p.m.

Commissioner Olmstead inquired about the drainage.

Mr. Cook explained that the property would be reconfigured so as not to have future drainage issues.

There were no further questions or comments presented by the Commission.

Commissioner Olmstead made a motion to approve Case No. 16-02-RP for a Replat for approximately 1.38 acres of Harwood Crossing Block 1, Lot 5, to be changed from Neighborhood Business District (C-1) into Single Family Detached Dwelling District (R-

1) zoning to allow single family residential and the recommendation of an ordinance. Commissioner Ellis seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, and Commission Members: Owens, Olmstead, Dunckel, Ellis and Brown.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 3. HELD A PUBLIC HEARING AND CONSIDERED APPROVAL OF REPLAT CASE NO. 16-15-SUP AND CONSIDERED THE RECOMMENDATION OF AN ORDINANCE**

Chairman McNeese opened the public hearing at 6:38 p.m.

Senior Planner Stephen Cook gave a brief description of the case. Mr. Nance is the owner of a franchise business Once Upon a Child. They have operated a leased retail space within the Heritage Towne Center as a used merchandise business focused primarily on children's toys, clothing, and accessories. The business is part of a larger corporate entity which also operates similar retail outlets such as Plato's Closet, which currently operates within the center. The business model is items are obtained by the business through the customer base exchanging "gently used" items for cash. This is strictly a retail establishment and not a thrift / donation style business model.

The business has leased 4,000 square feet, is open Monday – Saturday 10:00 a.m. to 8:00 p.m. and Sunday 12:00 p.m. to 5:00 p.m. and employs 12-15 people. The business will continue to not have storage containers for items either in front of or behind the business. There have not been any reported issues with the store operating under the conditions placed by the Specific Use Permit.

Chairman McNeese asked to hear from any proponents/opponents wishing to speak.

Seeing none, Chairman McNeese closed the public hearing at 6:40 p.m.

Chairman McNeese asked for confirmation that the applicant has been informed of the conditions of the Specific Use Permit.

Mr. Cook stated that the applicant was informed of the conditions electronically and verbally.

Chairman McNeese noted that he would preclude himself from voting on the case due to a business relationship with the applicant.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to approve Case No. 16-15-SUP for a Specific Use Permit for Used Merchandise in Texas 121 Gateway District (TX-121) zoning on Heritage Towne Crossing Addition, Block B, Lot 1, 3001 State Highway 121, Suite 258 and recommend an Ordinance. Commissioner Owens seconded the motion. The vote was as follows:

Ayes: Commission Members: Owens, Olmstead, Dunckel, Ellis and Brown.

Nays: None

Abstention: Chairman McNeese

Chairman McNeese declared the motion carried. (5-0-1)

**ITEM 4. CONSIDERED APPROVAL OF PRELIMINARY PLAT CASE NO. 16-04-PP**

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to preliminary plat 7.882 acres for commercial development along the south side of E. Harwood Road.

The technical aspects of the subdivision, including setback distances, placement of easements, and street alignment, are in compliance with the regulations of the Planned Development zoning district and the City of Euless Unified Development Code.

The Development Services Group has reviewed the proposed Preliminary Plat and has certified that it meets the technical standards of the City of Euless. Staff recommended approval.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve Case No. 16-04-PP for a Preliminary Plat of 7.882 acres of the A. Bradford Survey, Abstract No. 152, Tracts 1, 1B, and portions of 1A7 located southwest corner of E. Harwood Road and State Highway 360 to be platted as Cadence Capital Addition Block A, Lots 1 and 2. Commissioner Olmstead seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commission Members: Owens, Olmstead, Dunckel, Ellis and Brown.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 5. CONSIDERED A REQUEST FOR SITE PLAN CASE NO. 16-04-SP.**

Senior Planner Stephen Cook gave a brief description of the case. CST Brands, operators of Corner Store convenience stores and gasoline sales are seeking approval of a site plan to install a new store at the northern portion of the Riverwalk Planned Development district. The zoning of the property allows this type of use by right within the T5a subzone category as described in the ordinance.

*Access* – The site will maintain access from eastbound traffic from E. Harwood Road through a direct drive approach from the road. There will be an extension from the property as a mutual access easement to a point where the drive approach may be accessed from the median break within E. Harwood Road. There will be a third connection to the site along the southbound frontage road of SH 360. These locations are compliant with the drive approach distances and turning radii of the City of Euless and the Texas Department of Transportation. The internal circulation of the site has been designed to eliminate traffic behind the store and focus traffic away from the residential property to the south.

*Landscaping* – Landscaping exceeds the minimum requirements of the City of Euless and the Planned Development Ordinance. Consideration of tree placement on the property allows significant tree planting while maintaining sight visibility for traffic as well as visibility of the storefront. Trees will be planted along a landscape buffer along the southern portion of the property to transition from the commercial development to the residential development.

An eight foot enhanced sidewalk will be constructed around the street perimeter of the site and will connect to the proposed trail connection to the Estates of Bear Creek perimeter trail which will connect directly with the rest of the Riverwalk development.

*Exterior* – Corner Store has worked extensively with the City of Euless to ensure a compliant and brand-specific storefront. The exterior is a 100% masonry product which has earth-tone colors and patterns. A mix of stone and brick are the primary surfaces of the building. Additionally, the sign band on the building will have a composite material which has been used with great success in other significant commercial areas of the city. This material has a wood like finish, enhancing the modern look of the building.

The fuel station canopy will be supported by columns which will be partially encased in masonry product to give the structure a feeling of weight.

The site has incorporated a location for a multi-tenant development sign as described in the Planned Development Ordinance. The master developer of the area will submit a Unified Sign Development plan for the City Council's review prior to installation of the sign.

The developers of the site understand that this is the first commercial development in the Riverwalk Planned Development area. They have worked the design to be a modern looking building with a significant investment in landscaping and visibility.

The Development Services Group has certified that the site plan is in accordance with the requirements of the Glade Parks Planned Development Ordinance.

Commissioner Olmstead expressed his concerns with large trailers accessibility to the gas pumps.

Michelle Hirst, representing CEI Engineering Associates, 3030 LBJ Freeway, Dallas, Texas stated that there was 45 feet from the bollard at the dispenser to the north curb line giving adequate width for a majority of vehicles.

Commissioner Olmstead offered a couple suggestions to assist trailers for future projects.

Director of Planning and Economic Development Mike Collins stated that these issues are considered during the site plan review and Commissioner Olmstead’s suggestions will be noted in the future.

There were no further questions or comments presented by the Commission.

Commissioner Ellis made a motion to approve Case No. 16-04-SP for a Site Plan for Commercial Development proposed to be located on 2.2 acres of the A. Bradford Survey, Abstract No. 152, Portion of Tract 1A7, located on the southwest corner of E. Harwood Road and State Highway 360. Commissioner Owens seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commission Members: Owens, Olmstead, Dunkel, Ellis and Brown.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 6. CONSIDERED APPROVAL OF FINAL PLAT CASE NO 15-05-FP.**

Senior Planner Stephen Cook gave a brief description of the case. The final plat is under consideration in order to construct a new retail center with spaces for lease. The primary tenants will be Dunkin Donuts and Baskin-Robbins Ice Cream located within the northern portion of the new building space. A Site Plan (15-04-SP) was approved by the city in June 2015 for the new retail center.

The Development Services Group (DSG) has reviewed and certified the application has met all of the information required for consideration by the City of Euless. Staff recommends approval of the final plat.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve Case No. 15-05-FP for a Final Plat to be located on 1.2275 acres to be platted as Puente Del Oeste Addition, Lot 5R2 located at 711 S. Industrial Boulevard. Commissioner Olmstead seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commission Members: Owens, Olmstead, Dunckel, Ellis and Brown.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 7. ADJOURN**

There being no further business, the meeting was adjourned at 7:01 p.m.

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Chairman Richard McNeese

Date